



Parkland Health & Hospital System

Mandatory Training

Prior to your residency and/or fellowship start date at Parkland Health & Hospital System you will be required to take several Mandatory-Orientation training modules via a computer. This training can be taken at any computer from home, work or a library. It even works if you happen to be outside of the United States.

Instructions on how to access the system are outlined below. Please note that in order for you to be able to enter the web site you will be required to obtain a Parkland ID number. Your ID number was e-mailed to you along with your contract on the initial e-mail you received from the Parkland Graduate Medical Education Office.

Instructions on how to access training:

1. Go to www.phhstraining.org
2. Login: enter your assigned ID#
3. Password: the default password is parkland. If you have changed your password and have forgotten it, click on Forgot My Login/Password
4. Click on My Home Page to access assigned training
5. Click on the name of the course
6. Click Launch to open course
7. Repeat steps until all courses are complete.
8. Click on "Completed Courses" to view the courses you have completed, Completion Certificates may be printed from this page.

Note:

1. Pop-up Blocker must be turned off to view course sections. To turn off Pop-up Blocker in Internet Explorer, go to Tools - - Pop-up Blocker - - Turn off Pop-up Blocker.
2. Flash Player must be installed on the computer to view course sections.

Email questions to PMH_Training_Administrator@parknet.pmh.org .

IMPORTANT MESSAGE: PHHS Training Administrator **CANNOT** issue you your ID number. If you have questions regarding your ID number, you need to contact the Parkland Graduate Medical Education Office at (214) 590-8058.